



Sachem Central School District at Holbrook

Mr. James J. Nolan
Superintendent of Schools

Sequoia Middle School
Frank Panasci, Principal

October 14, 2010

Dear Parents:

The guidance department at Sequoia Middle School, as well as the rest of the Sachem School District, has taken the initiative to develop a building-wide implementation plan for our students to learn and use The 7 Habits of Highly Effective Teens. We want to create a common language within our schools, built on proven principle-based leadership skills found in Dr. Stephen R. Covey's best-selling book, The 7 Habits of Highly Effective People. These skills include implementing the following habits:

- **Habit 1: Be Proactive • You're in Charge**
- **Habit 2: Begin With the End in Mind • Have a Plan**
- **Habit 3: Put First Things First • Work First, Then Play**
- **Habit 4: Think Win-Win • Everyone Can Win**
- **Habit 5: Seek First to Understand, Then to Be Understood • Listen Before You Talk**
- **Habit 6: Synergize • Together Is Better**
- **Habit 7: Sharpen the Saw • Balance Feels Best**

We would like to eventually make the 7 Habits of Highly Effective Teens, by *Sean Covey* part of the reading curriculum here at Sachem and be part of our everyday language. We want it to become part of the culture, gain momentum and produce improved results year after year. Throughout this year we will be going into the classrooms to introduce the students to the habits and have several building wide activities planned to help the students and the staff learn them.

For parents who want to help implement these good habits at home and school, we are recommending purchasing this best selling book. In addition to the activities we will be doing in school, the book provides an introduction to each of the habits and allows for your child to track his or her progress throughout the weeks and celebrate their achievements. The activities and tracking tools will help your child develop positive habits every day, every week, until they learn all the habits.

Sachem is confident that we will achieve positive results in both the short and long term with the implementation of these 7 Habits. We also understand that it is something that will constantly be evolving. To help us with this, we are encouraging feedback on how we can make this program a success.

Thank you in advance for all of your support and we look forward to a successful year here at Sequoia for both our students and our staff.

Sincerely,
The Guidance Department
at Sequoia Middle School